

Name of Company\_\_\_\_\_

Name of Contact \_\_\_\_\_ Title\_\_\_\_\_

Phone\_\_\_\_\_ Email\_\_\_\_\_

Number of Employees in Washington State (0-5☐) (6-25☐) (26-50☐) (51-100☐) (101-1000☐) (1000+☐)

Number of Plans that you have a contract with in Washington \_\_\_\_\_

Number of Plans that you have a contract with outside Washington \_\_\_\_\_

Percent of total revenues from Plans in Washington \_\_\_\_\_

Percent of total costs from Plans in Washington \_\_\_\_\_

### Instructions:

The survey is divided into 5 sections and is intended to capture costs relating to spill preparedness activities. In each section we ask you about costs. Please use the tables to answer.

Please try to

- Include only those costs relating to spill preparedness
- Keep the following types of costs separate: (I) Planning, (II) Equipment, (III) Drill, (IV) Overhead, and (V) Other costs.

**We want this to be as easy as possible for you.** If you can't give us exactly what we have asked for, please give us the next best estimate that you can, and then explain the difference. For example:

- If you don't know what the replacement cost for equipment is but you know what it cost when you bought it, then give us that information and then indicate when you got it in the comments section.
- If you can't break down the numbers into the categories, but you have an approximate total, then use the totals row.

**Questions:** Send them to [caca461@ecy.wa.gov](mailto:caca461@ecy.wa.gov). Ecology will post questions and answers at <http://www.ecy.wa.gov/programs/spills/preparedness/contrule/survey/cover.htm> as they come in.

### DEFINITIONS

The purpose of this list is to be sure that all the items usually associated with cost analysis are included. The list is expanded beyond that required in the law because this industry has such a wide range of ways to handle spill response.

When answering this survey, please try to make sure that you

- Are not double counting.
- Include costs we have missed under "other."

**Accuracy.** Please rate accuracy on a 1 to 5 scale. 1=guessing, 2=plus or minus 100%, 3=plus or minus 50%, 4=plus or minus 25%, 5=very certain.

**Administrative.** This includes costs such as someone that reviews your work but who is not normally assigned to spill response or non-spills staff who have to be present for inspections.

**Contract Labor.** This includes employees who are under contract to the company and provide direct labor but for whom the company does not pay workmen's compensation insurance.

**Contracted professional services.** These services can include anything that you pay for under contract except contract Labor. Common examples include legal assistance, writing, plan review, assistance with drills, etc.

**Dedicated equipment.** Response resources with service that is limited exclusively to oil spill response-related activities.

**Equipment.** This is a special category and has several pages of types of equipment in Section II. If you feel there is something you use that is not included in those pages, please add it where you feel it is appropriate.

**In-house labor.** This includes all employees who work directly on spill response.

**Integrated State/Federal Plan Costs.** If you are unable to split the federal and state costs from each other, use federal and state costs together.

**Lost sales or revenue.** This includes any foregone sales or revenues that may result if you have to pull people away from their normal work. For example, a tug may be removed from service during a drill, or a sales person may take time to review a plan. You should choose the most likely value of loss based on what you would actually do as the mechanism to cost the event. For example: Suppose a salaried sales person is pulled off sales to work on a drill. Their productivity is probably worth more to you than their salary. So the cost is not the salary but the lost sales they would have made.

**Mixed Crew.** This means staff from your company with staff from another facility, a vessel, or PRC, participating along side of your company.

**Non-dedicated equipment.** This is equipment that will also be used for other activities than spill related activities. Please be consistent with the federal definition "Response resources with service that is not limited exclusively to oil spill response-related activities." Example: A truck that is used for other activities, but is occasionally used for spills.

**OSRO.** Oil Spill Response Contractor.

**Other.** If we have missed something please add it in the "other" line on each sheet, or in the last "other" section.

**Overhead costs related to spills planning.** This includes insurance, drug testing, hiring, contracting, licenses, certificates for staff, taxes, training (other than drills, equipment and incident command), etc.

**PRC.** Primary Response Contractor.

**Record Keeping.** This includes all costs associated with keeping a required record such as a plan. Common examples include: training records, producing a record of drill events, etc.

**Reporting.** This includes costs associated with the reporting required in the rule, such as submitting a plan.

**Space.** This includes Office, Warehouse, Yards, and Moorage.

**Supplies.** This includes paper, binders, pens, fuel etc. Please put expendable boom and PPE equipment under equipment.

Section I: Planning Applications and Certification Status

Are you also a Federal OSRO? YES ☐ NO ☐

If Yes, please use both the a and b columns under the columns 2 and 3. Try to separate out the additional cost of being a PRC from your OSRO costs.

List OSRO Class Certifications

Oceans M☐ W1☐ W2☐ W3☐

Rivers/canals M☐ W1☐ W2☐ W3☐

Inland M☐ W1☐ W2☐ W3☐

Nearshore M☐ W1☐ W2☐ W3☐

Offshore M☐ W1☐ W2☐ W3☐

Open Ocean M☐ W1☐ W2☐ W3☐

If No, please use only the b columns under columns 2 and 3.

(1)	(2) Certification Application Cost (\$)		(3) 2003 Certification Maintenance* Cost (\$)		(4) How Accurate is your estimate? 1 to 5**	(5) Comments
	(a) OSRO	(b) PRC	(a) OSRO	(b) PRC		
Contracted professional services						
In-house labor						
Contract Labor						
Equipment (not included in Section II)						
Supplies						
Administrative costs						
Lost sales or revenue (please describe why)						
Record keeping						
Reporting						
Other costs related to certification (specify)						
Total						

\*Maintenance means to track the status of personnel and equipment readiness and update your OSRO/PRC application(s) with significant changes

\*\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.

Section IIA. Cost of Dedicated Response Equipment that you lease, own or have under contract:

(1) List Equipment Type	(2) Number of plans covered by equipment inside and outside WA	(3) Quantity and units	(4) Replacement Cost per unit (\$)	(5) Year 2003 cost to maintain per unit (\$)	(6) Estimated average life (if less than 20 years)	(7) Increased cost due to deployment drills - Maintenance and replacement (\$ per drill)	(8) How Accurate is your estimate ? 1 to 5*	(9) Comments
Boom								
Skimmers								
Dispersants								
Pumps								
Storage								
Electronics								
Communications								
Space								

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.  
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(1) List Equipment Type	(2) Number of plans covered by equipment inside and outside WA	(3) Quantity and units	(4) Replacemen t Cost per unit (\$)	(5) Year 2003 cost to maintain per unit (\$)	(6) Estimated average life (if less than 20 years)	(7) Increased cost due to deployment drills - Maintenance and replacement (\$ per drill)	(8) How Accurate is your estimate? 1 to 5*	(9) Comments
Vac Trucks								
Vehicles Other than Vac Trucks								
Trailers								
Off Road Equipment								
Decontamination Equipment								
Wildlife Recovery Gear								
Aerial Recon								
Safety Equipment								
Other Equipment								

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.

**Section IIB. NON-DEDICATED response equipment** that you lease, own or have under Contract  
What is the cost of non-dedicated equipment, which is committed for use by Washington Plan Holders?  
Please do not include the value of mutual aid agreements that allow you to offset equipment costs.

(1) List Equipment Type	(2) Number of plans covered by equipment inside and outside WA	(3) Quantity and units	(4) Replacement Cost per unit (\$)	(5) Year 2003 cost to maintain per unit (\$)	(6) Estimated average life (if less than 20 years)	(7) Increased cost due to deployment drills - Maintenance and replacement (\$ per drill)	(8) How Accurate is your estimate? 1 to 5*	(9) Comments
Boom								
Skimmers								
Dispersants								
Pumps								
Storage								
Communications								
Space								

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.  
Continued on Next Page

(1) List Equipment Type	(2) Number of plans covered by equipment inside and outside WA	(3) Quantity and units	(4) Replacement Cost per unit (\$)	(5) Year 2003 cost to maintain per unit (\$)	(6) Estimated average life (if less than 20 years)	(7) Increased cost due to deployment drills - Maintenance and replacement (\$ per drill)	(8) How Accurate is your estimate? 1 to 5*	(9) Comments
Vac Trucks								
Vehicles Other than Vac Trucks								
Trailers								
Off Road Equipment								
Decontamination Equipment								
Wildlife Recovery Gear								
Aerial Recon								
Safety Equipment								
Other Equipment								
Total Section IIB								

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.



**Section IIC. Mutual Aid response equipment:** Please give the replacement cost of your mutual aid agreements if you did not have it in place?

(1) List Equipment Type	(2) Number of plans covered by equipment inside and outside WA	(3) Quantity and units	(4) Replacement Cost per unit (\$)	(5) Year 2003 cost to maintain per unit (\$)	(6) Estimated average life (if less than 20 years)	(7) Increased cost due to deployment drills - Maintenance and replacement (\$ per drill)	(8) How Accurate is your estimate? 1 to 5*	(9) Comments
Boom								
Skimmers								
Dispersants								
Pumps								
Storage								
Electronics								
Communications								
Space:								

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.

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(1) List Equipment Type	(2) Number of plans covered by equipment inside and outside WA	(3) Quantity and units	(4) Replacement Cost per unit (\$)	(5) Year 2003 cost to maintain per unit (\$)	(6) Estimated average life (if less than 20 years)	(7) Increased cost due to deployment drills - Maintenance and replacement (\$ per drill)	(8) How Accurate is your estimate? 1 to 5*	(9) Comments
Vac Trucks								
Vehicles Other than Vac Trucks								
Trailers								
Off Road Equipment								
Decontamination Equipment								
Wildlife Recovery Gear								
Aerial Recon								
Safety Equipment								
Other Equipment								
Total Section IIC								

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.

Section III. Drills

If your company has participated in either a federal or state unannounced drill please provide a name and phone number so we can follow up and do a full interview with you.

Section IIIA. How much does it cost to participate in an average equipment deployment drill that is not testing a Geographic Response Plan?

	Consulting Basis			PRC Only			Mixed Crew				
(1)	(2) Number of drills in Washington	(3) Estimate the average cost (\$/drill)	(4) Average Charge to Plan Holder (\$/drill)	(5) Number of drills in Washington	(6) Estimate the average cost (\$/drill)	(7) Average Charge to Plan Holder (\$/drill)	(8) Number of drills in Washington	(9) Estimate the average cost (\$/drill)	(10) Average Charge to Plan Holder (\$/drill)	(11) How accurate is your estimate 1 to 5*	(12) Comment
Contracted professional services											
In-house labor											
Supplies											
Administrative costs											
Lost sales or revenue											
Record keeping											
Reporting											
Other costs for deployment drills (specify)											
Total											
Number of plans inside and outside WA receiving credit for the drills											

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.

Section IIIB. Do you test GRP's? Yes ☐ No ☐ How much does it cost?  
Don't include costs captured under training.

	Consulting Basis			PRC Only			Mixed Crew				
(1)	(2) Number of drills in Washington	(3) Estimate the average cost (\$/drill)	(4) Average Charge to Plan Holder (\$/drill)	(5) Number of drills in Washington	(6) Estimate the average cost (\$/drill)	(7) Average Charge to Plan Holder (\$/drill)	(8) Number of drills in Washington	(9) Estimate the average cost (\$/drill)	(10) Average Charge to Plan Holder (\$/drill)	(11) How accurate is your estimate 1 to 5*	(12) Comment
Contracted professional services											
In-house labor											
Supplies											
Administrative costs											
Lost sales or revenue											
Record keeping											
Reporting											
Other costs for deployment drills (specify)											
Number of plans inside and outside WA receiving credit for the drills											

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.

**Section IIIC.** How much does it cost for you to participate in an average **facility or vessel’s Tabletop Drill**?  
Do not use a worst case drill here. Include in the cost the drill planning and participation.

	OSRO			PRC				
(1)	(2) Number of drills in Washington	(3) Estimate the average cost (\$/drill)	(4) Average Charge to Plan Holder (\$/drill)	(5) Number of drills in Washington	(6) Estimate the average cost (\$/drill)	(7) Charge to Plan Holder (\$/drill)	(8) How Accurate is your estimate? 1 to 5*	(9) Comment
Contracted professional services								
In-house labor								
Supplies								
Administrative costs								
Lost sales or revenue								
Record keeping								
Reporting								
Other costs related to deployment drills (specify)								
<b>Number of plans inside and outside WA receiving credit for the drill</b>								

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.

**Section IIID.** How much does it cost for you to participate in an average **triennial Worst Case Drill**?

	OSRO			PRC				
(1)	(2) Number of drills in Washington	(3) Estimate the average cost (\$/drill)	(4) Average Charge to Plan Holder (\$/drill)	(5) Number of drills in Washington	(6) Estimate the average cost (\$/drill)	(7) Average Charge to Plan Holder (\$/drill)	(8) How Accurate is your estimate? 1 to 5*	(9) Comment
Contracted professional services								
In-house labor								
Supplies								
Administrative costs								
Lost sales or revenue								
Record keeping								
Reporting								
Other costs related to deployment drills (specify)								
Total								
Number of plans inside and outside WA receiving credit for the drills								

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.

**Section IIIIE.** Have you participated in Ecology’s **unannounced deployment drills**? Yes ☐ No ☐  
If Yes: How much does it cost?

(1)	(2) Number of drills in Washington	(2) Estimate the average cost (\$/drill)	(4) Average Charge to Plan Holder (\$/drill)	(5) How Accurate is your estimate? 1 to 5*	(6) Comment
Contracted professional services					
In-house labor					
Supplies (include fuel here)					
Administrative costs					
Lost sales or revenue					
Record keeping					
Reporting					
Other costs related to deployment drills (specify)					
Total					
Number of plans receiving credit for the drills					

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.

**Section IIIF.** How much does it cost to **train staff** for spill management?  
Please exclude equipment costs estimated and drill costs that are included in Section II in this estimate.

(1) List types of training costs	(2) 2003 Cost Required by Regulations (\$)	(3) How Accurate is your estimate? 1 to 5*	(4) Comment
Response Equipment			
Incident Command			
Regulations			
HazWopper			
1st <sup>s</sup> Aid			
Other			
Total			

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.



**Section IV. Overhead costs for planning to meet spill planning and drill requirements only:** Insurance, drug testing, hiring, contracting, licenses, certificates for staff, taxes, and general training (not including drills, incident command, or spill equipment training), etc. Please pro-rate costs if they are non-dedicated. Exclude costs captured in other sections.

(1) List types of costs	(2) 2003 Cost (\$)	(3) How many plans does this cover?	(4) How Accurate is your estimate? 1 to 5*	(5) Comment
Total				

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.

Section **V. Other.** Are there any costs we have not included above? If we have missed any important questions, indicate that here.

(1) List costs	(2) 2003 Cost (\$)	(3) What time period does this cover?	(4) How many plans does this cover?	(4) How Accurate is your estimate? 1 to 5*	(5) Comment
Total					

\*Please rate accuracy on a 1 to 5 scale. 1 = guessing, 2 = plus or minus 100%, 3 = plus or minus 50%, 4 = plus or minus 25%, 5 = very certain.